

**MFASIS HUMAN RESOURCE SYSTEM
MILLENNIUM SECURITY APPLICATION FORM FOR LINE AGENCIES**

DEPARTMENT: _____
BUREAU OR INSTITUTION: _____
USER NAME: _____ DATE: __/__/__

USERS JOB CATEGORY
(Check one)

- ☐ Administrative Director
- ☐ Personnel Manager
- ☐ Business Manager
- ☐ Financial Manager
- ☐ Clerical/Technical/Professional/Support

WITH FUNCTIONAL RESPONSIBILITY FOR:
(Check one)

- ☐ PAYROLL
- ☐ PERSONNEL
- ☐ PERSONNEL & PAYROLL

IF OTHER THAN ABOVE CATEGORIES AND FUNCTIONAL RESPONSIBILITIES,
PLEASE PROVIDE JUSTIFICATION FOR ACCESS:

SECURITY ACCESS BEING REQUESTED:
PROCESSING COMPANY NUMBER(S)

	UPDATE	INQUIRY
PAYROLL	<input type="radio"/>	<input type="radio"/>
PERSONNEL	<input type="radio"/>	<input type="radio"/>
PERSONNEL&PAYROLL	<input type="radio"/>	<input type="radio"/>

IS THIS A NEW USER REPLACING A PREVIOUS POSITION INCUMBENT? ☐ YES ☐ NO
IF YES, PLEASE ENTER A NAME: _____

CERTIFICATIONS AND AUTHORIZATIONS

I have reviewed this application for MFASIS Human Resources Security access and hereby certify the above named user is authorized to receive the requested access for the completion of the responsibilities of his or her assigned position.

USERS SIGNATURE _____ DATE __/__/__
SUPERVISOR'S SIGNATURE _____ DATE __/__/__
AGENCY SECURITY
COORDINATOR SIGNATURE _____ DATE __/__/__

Approvals (for other than automatic categories and functions)

BUREAU OF ACCOUNTS & CONTROL _____ DATE __/__/__
BUREAU OF HUMAN RESOURCES _____ DATE __/__/__
BUREAU OF THE BUDGET _____ DATE __/__/__